Present:

**Board Members:** E. Abate, Chair; G. Caggainello; T. Cassone; S. Frederick; M. Lyons; L. Rizzuto; S. Wise

**Citizen Advisers:** M. Cacace; G. Malloy; M. Metwally

**Staff:** A. Knapp; L. Avellar; N. Bochicchio; R. Kane; S. LaPerla; G. Nichols; C. Ward

Mr. Abate called the meeting to order.

Ms. Knapp introduced Caroline Ward, Coordinator of Youth Services, and Rebecca Kane, Digital Librarian, who demonstrated Makerspace Technology.

**Minutes**

A motion was made, seconded, and passed to approve the minutes of the December 9, 2014 Board meeting.

**Treasurer’s Report**

Mr. Bochicchio, reporting for Ms. Bromley, presented the results of financial operations as of January 31, 2015 and a forecast of year-end results.

**President’s Report**

Ms. Knapp reported on user statistics for the first seven-months of the fiscal year and discussed the upcoming Community Conversation on Public Library Services to be held at the Bennett Branch on March 19th.

**Executive Committee**

Mr. Abate said that the Executive Committee met on February 25th and reviewed the matters on the Board of Trustees agenda. Draft minutes of this meeting were distributed.

**Building Committee**

Mr. Frederick said that the handicapped access project, which will provide ADA access to the Starbucks entrance, will go to bid in March; work should
commence in May. A motion was moved, seconded and approved that the President of the Library be authorized to sign all necessary contract documents with an approved bidder whose bid amount does not exceed $400,000 and to take whatever further action is required to implement the project. Mr. Frederick further reported that a preliminary budget for the historic restoration of the front façade of the Main Library is $660,000, exclusive of architect’s fees. A more detailed investigation of the condition of some of the wood surfaces will be undertaken before the job is completely specified. We expect another report and updated budget for the April Trustees meeting. Mr. Frederick also reported that Doyle Herman Landscape Design has offered its services pro bono to create a landscape plan for the plaza once these projects are complete.

**Bylaws Committee**

Mr. Abate reported that the Bylaws Committee has met and that they will provide their report at the next meeting.

**Development Committee**

Ms. Avellar reported that the “lapsed donor” mailing was distributed to 650 prior donors. Donor thank you cards were distributed to the Trustees to write personal notes to donors. Ms. Malloy reported on A Novel Affair plans and asked the Trustees to encourage more sponsorships and attendance. A sponsor list was distributed.

**Long Range Planning Committee**

Ms. Knapp said she expects the Long Range Planning Committee will meet in April and review progress on the strategic plan.

**Pension Committee**

Mr. Caggainello said that the Pension Committee met with the portfolio’s investment manager in February. The fund had $10.2 million as of January 31, 2015. The portfolio’s asset allocation was reviewed. The Committee also met with the plan actuary and reviewed his annual valuation report.

**Friends of Ferguson**

Ms. Metwally said that the author events are producing $3,000 to $4,000 in revenue. They are planning a “literary crawl” as a fall event.

**2015-2016 Operating Budget**

The Mayor’s recommended operating allocation for the library will be released on March 9, 2015.
2015-2016 Capital Budget

While we do not know the Mayor's capital projects recommendation for the library at this time, it appears the Planning Board will recommend only $300,000 of the $600,000 requested for Main Library exterior work. These funds are intended for waterproofing issues.

National Review

A motion was made seconded and approved to transfer the $250,000 from the sale of the National Review shares to The Ferguson Library Foundation.

Other Business

There was a discussion of the loss of identification of the Ferguson name at the Main Library.

Mr. Nichols presented a draft lobby policy designed to address and manage the requests for lobby use received from government bodies, non-profits and other community groups to use the Main Library lobby to display their materials. A motion was made, seconded and approved to reject the new lobby policy.

There being no further business, the meeting was adjourned.

Alice S. Knapp
Secretary pro tem